

MINUTES
Community Center Advisory Board
Village of Key Biscayne, Florida
Thursday, September 30, 2004

BZP Conference Room
88 West McIntyre Street

7:00 P.M.

CALL TO ORDER/ROLL CALL OF MEMBERS: The meeting was called to order at 6:40 PM. Present were board members Carlos Batlle, Sixto Campano, Bonnie Cooper, Catherine Dowd, Jim Leavitt, Pat Weinman and Susi Westfall. Also present were Village Attorney Steve Helfman staff members, Todd Hofferberth, Maite Miyares, and Vicky Stewart.

Mr. Campano made a motion to accept the minutes. Ms. Dowd seconded the motion. The minutes were accepted.

Additions to the Agenda: Mr. Campano would like an update on the budget, membership and the DLD Printing. Ms. Cooper would like an update on the building, playstation, theater and on the opening day activities.

Ms. Cooper addressed her concerns on how the fundraising presentation was received by the Council and the comments made by the Village Attorney. Mr. Campano clarified that at no point were they suggesting that the Village fundraise or that the Village appoint a committee to fundraise. This committee is suggesting that the Friends of the Community Center, through the Key Biscayne Community Foundation fundraise for the Community Center. Mr. Helfman explains that the Village needs to decide the naming recognition values and the Village needs to decide who they should accept donations from. Mr. Helfman continued to explain that the Council can pass a resolution that would specify that the Village is open to accept donations. Mr. Helfman feels that what the Council needs to see is a concrete implementation program, ie: levels of recognition, who will staff it, how long will it take. Ms. Cooper explains that the Key Biscayne Community Foundation will run the program. Mr. Helfman feels that the next step is for this committee to go to Council with an implementation plan that will include how to raise, accept and use the money. Mr. Helfman explains that as a not for profit and legal entity the Village can easily accept money from the Key Biscayne Foundation or any private individual, he feels the question is whether the Council wants to endorse a fundraising program. Mr. Helfman explains that the Council needs to approve a detailed program. The committee discussed creating a separate trust that the Council can give the authority to accept donations and the authority to give recognition. Mr. Leavitt makes a motion for members of this committee to work with members of the Friends of the Community Center and Members of the Foundation to develop a fundraising program. Ms. Dowd seconded the motion, the motion was passed unanimously.

Ms. Stewart discussed the programming for the first two months:
(see attached)

The committee discussed member/non member prices for the group exercise classes. Ms. Westfall suggested films on weekends for the kids. Mr. Leavitt suggests that the programs need to be on a calendar and distributed two weeks prior to the opening.

Ms. Stewart presented the Community Center personnel uniforms. Mr. Leavitt makes a motion to let the staff decide on the uniforms. Mr. Campano seconded the motion. The motion was passed unanimously.

Mr. Hofferberth has been working with DLD Printing and he will forward the information to them by next week. Mr. Hofferberth discussed the budget. The playstation has been purchased and will be ready for the October 30th opening. Mr. Hofferberth discussed the purchase of the theater equipment. He explained that the manager was going to use her contingency to pay for the theater equipment, but because it takes two public hearings for a budget amendment, she was not able to do it through the fiscal year 2004 budget. The Council suggested it will be funded by the surplus which will be available in March. Mr. Hofferberth gave an update on memberships. Mr. Hofferberth is getting a quote for storage in the game room and teen room. The expansion joints: MJR Interiors will look for surface treatment or replace the filter. The upstairs hall wall color was changed to periwinkle. The fire code requires adjustments to the closets. The furniture is arriving on Saturday and the Recreation Department office equipment will be moved on Saturday. Building Update: Water is turned on, the pumps are working in the garage, all flooring is in, the gym floor will have the seal and lines painted on next week, the pool has the coping and tile. The gym equipment will arrive on Monday, the AV equipment will be moved in as soon as the rooms can be secured.

There will be a soft opening on October 19th. There will be a ribbon cutting and a walking through. The opening will be catered by Parties by Pat. Ms. Stewart discussed the October 30th opening giveaways.

Mr. Campano brought up that the KBAC requested two family memberships donated for their raffle for the fundraising. The committee recommends to the Manager that memberships are not donated or raffled but that gift certificates can be donated.

Agenda for next meeting: Soft Opening

Next Meeting: Wednesday October 6, 2004 at 6:30 p.m.

The meeting was adjourned at 8:40 PM by Chairperson Dowd.